ACCULTURATION/MENTORING TRAIN-THE-TRAINER PROGRAM

ITM COI Leadership Summit

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ACCULTURATION TRAIN-THE-TRAINER PROGRAM

Acculturation-Civilian Marines should have an opportun
to learn about the Marine Corps, its cult
its history.

Background-Acculturation and military education are i
in preparing civilians to compete for futur
shared leadership positions

ACCULTURATION TRAIN-THE-TRAINER PROGRAM

Designed so that new civilian members of the Marine Corp

1) Understand the Marine Corps culture
2) What is expected of them as a Civilian Marine
3) Military rank structure and Civilian Marine grad
4) Command units and divisions
5) How Marines and Civilian Marines are evaluated
6) The Marine Corps core values
7) Training that Marines go through
8) The history of the Marine Corps and when it was

Past, Present, and Future

- Civilian Workforce Campaign Plan

Outsourced to a contractor

- Six month process
- Pilot courses (week of 8 March 2004)
- 31 March 2004 – End of Contract
- Next Step – Contract out to Train-the-Trainers at local commands

3 Levels

1) Entry Level

2) Supervisory Level

3) Executive Level

Role of the Civilian Marine

"You know, if you want to bake a cake, you wouldn't take out one-third of the ingredients and expect it to taste like anything. Well, Civilian Marines represent one-third of our Corps, and we need their support to make any of our operations run smoothly".

Sgt Maj Alford L. McMichael
14th Sergeant Major of the Marine Corps

Role of the Civilian Marine

Support mission accomplishment, through:

- **"Critical continuity"**
  - **Corporate memory**
- **Sustainment activities such as:**
  - **Depot maintenance**
  - **Logistics support**
  - **Firefighting**
  - **IT support**
  - **Mechanical support**
- **Deploy with Marines (MEU, AT/FP)**
- **A critical component of supporting establishment**

Benefits

- The benefits of executing the goals of the Civilian Workfor
  Campaign Plan

- A workforce imbued with USMC Core Values

  True teamwork, based on respect and mutual understanding

- High performers will be attracted and will want to stay

- Institutional ability to “grow our own”

- Operational initiative at every level

- Will have leadership skills needed to ensure mission
  success

USMC History

- When the Marine Corps was established.
- Where
- Wars and Conflicts
- The first Civilian Marine
- Where and Why Civilian Marines “work”

  for the Marine Corps

Organizations

- Headquarters, U. S. Marine Corps
- Marine Corps Expeditionary Forces (MEF)
- Atlantic (MARFORLANT)
- (MARFORPAC)

The Marine Corps Culture

Tradition

- Emblem
- Semper Fidelis
- Uniform
- Birthday
- First To Fight

Marine Corps Jargon

- Leatherneck
- Jarhead
- Marine
- Warrior
- Head

Training

- **Professional Military Education (PME) Schools**
- **Formal Schools** **Example: Command and Staff Co**
- **Leadership Development**

Evaluation and Promotion Systems

- **Marines:**
  Fitness Reports and Proficiency and Conduct M

- **Civilian Marines:**
  Performance Appraisals

When?

Who?

The Process?

Why?

The Bottom Line!

Grow our own……

Electricians

Information Techno

Program Analyst

Safety

Cashier

Logistic

Education

Human Resources

The Employer of Choice.

MENTOR TRAIN-THE-TRAINER PROGRAM

Mentor Train-the-Trainer Program

Why?

Because we need a tool on how to hold career and leadership

discussions with employees and Community of Interest (COI)

concerning the employees job series skills and leadership

development competencies for civilian employees.

MENTOR TRAIN-THE-TRAINER PROGRAM

Will Provide:

- Civilian Leadership Competencies

  (found in the Leadership Competency Continuum)

- General overview of job series and where the series fall

  in each of the COIs

MENTOR TRAIN-THE-TRAINER PROGRAM

The Curriculum:

- Coaching techniques
- Mentoring responsibilities
- Supervisory responsibilities concerning Individual Development Plans (IDPs) for employees

MENTOR TRAIN-THE-TRAINER PROGRAM

Two books:

1st Book for the trainer with
10 blocks different subjects

2nd book is a Quick Reference Guide
Can be used by the mentor or participant

MENTOR TRAIN-THE-TRAINER PROGRAM

1) Key Mentor program components

   A statement of purpose and long-range plan
   Link the Mentoring program to other organizational initiatives

2) Mentor Program Process

   Assessment
   Developing the relationship

3) Role of the Participant

   Benefits
   Expectations

MENTOR TRAIN-THE-TRAINER PROGRAM

4) Role of the Organization:
   - Benefits
   - Mentor program organizational components

5) Mentor-Participant Matching Guidelines
   - Important characteristics in the relationship
   - What to look for in a mentor

MENTOR TRAIN-THE-TRAINER PROGRAM